



DEPARTMENT OF THE ARMY
UNITED STATES ARMY STUDENT DETACHMENT
VICTORY SUPPORT BATTALION
FORT JACKSON, SOUTH CAROLINA 29207

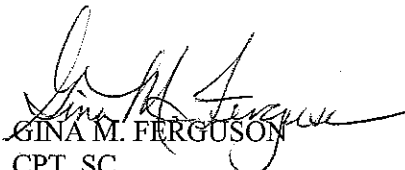
ATZJ-VSB-SD

27 October 2006

MEMORANDUM FOR RECORD

SUBJECT: Policy # 6 - Accountability Requirement

1. The intent of the US Army Student Detachment accountability program is to ensure that all students are accounted for and not in violation of UCMJ Article 86, Absence Without Leave (AWOL), and that all students are following their program guidelines as stated in AR 621-1, Advanced Civil Schooling.
2. The status of all personnel assigned to the Student Detachment will be reported bi-annually during the USASD Personnel Asset Inventory (PAI) and Army Physical Fitness Test (APFT). Approximately one month prior to the PAI/APFT cut-off date, you will receive an email message detailing the reporting deadlines and PAI requirements. Per AR 600-8-6, failure to participate and/or respond to either bi-annual event will result in a pay suspension and possibly corrective action through administrative or UCMJ measures.
3. The Senior Liaison Officer or Senior Advisor (SLO/SA) for each school is responsible for reporting the status of all students assigned to the Student Detachment. If a student is located in a region without a SLO/SA, then that individual is responsible for reporting their own status to the Student Detachment. The status must be e-mailed, mailed, or faxed to the Student Detachment. Phone calls for accountability will not be accepted. Specific details relating to PAI/APFT reporting requirements will be stated in the email tasking.
6. In the event a student requires an academic extension, they are required to report this information to the USASD immediately. For a proper extension, a student's branch must provide a hard copy approval to the USASD Commander and/or First Sergeant via email or fax. Failure to properly update your academic status can result in a suspension of pay or corrective action through administrative and/or UCMJ.
7. By accepting participation in the Advanced Civil Schooling program, unless otherwise documented in writing by a branch manager, full-time academic coursework must continue from your start date through the time allotted on your orders. Students are not authorized to drop below a full-time status at their own will, but rather engage each consecutive semester with a full-time schedule. Failure to comply with these guidelines and individual responsibilities as outlined in AR 621-1 will result in corrective action through administrative and/or UCMJ.
8. The point of contact for this memorandum is the undersigned at 803-751-5305.


GINA M. FERGUSON
CPT, SC
Commanding